



## **Parks and Recreation Board**

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### **Meeting Minutes**

**Monday, May 14, 2018 – 6:30 p.m.**  
**Wylie Municipal Complex**  
**300 Country Club Road #100**  
**Wylie, Texas 75098**

#### **CALL TO ORDER**

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Board Chairman Rose called the meeting to order at 6:30 p.m. with Board Member Kinser, Board Member Robinson, Board Member Dean, and Board Member Gilbert in attendance. Board Member Jones arrived to the meeting at 6:56 p.m. and Board Member Chesnut arrived at 7:15 p.m.

Staff members present were Parks and Recreation Director Robert Diaz, and Parks Board Secretary Janet Hawkes.

#### **CITIZENS PARTICIPATION**

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No citizens came forward.

#### **BUSINESS ITEMS**

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- 1. Consider and act upon approval of the minutes from the April 9, 2018 Regular Meeting.**

##### **Board Action:**

Board Member Robinson made a motion to approve the minutes from the April 9, 2018 regular meeting. Board Member Gilbert seconded the motion, and a vote was taken and passed 5-0.

- 2. Consider and act upon a vendor application for the Wylie ISD Council of PTA's "Back to the Future Back to School" event at Olde City Park on August 25, 2018.**

##### **Board Action:**

Board Member Robinson made a motion to approve the vendor application for the Wylie ISD Council of PTA's "Back to the Future Back to School" event at Olde City Park on August 25, 2018. Board Member Gilbert seconded the motion, and a vote was taken and passed 5-0.

- 3. Consider and act upon a vendor application for the Girl Scouts of Northeast Texas: Unleash Mobility fundraiser event at Olde City Park on September 1, 2018.**

Girl Scout of Northeast Texas, Riley Youngers and her mother Lynda Youngers, both residents of Murphy, Texas attended the meeting in order to answer any questions the Board might have about their vendor application for a new event.

Board Member Robinson made a motion to approve the vendor application for the Girl Scouts of Northeast Texas: Unleash Mobility fundraiser event at Olde City Park on September 1, 2018. Board Member Gilbert seconded the motion, and a vote was taken and passed 5-0.

## DISCUSSION ITEMS

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- **Update on Parks and Recreation projects.**

Director Diaz presented the Board with a review of current and upcoming projects being funded out of the Acquisition and Improvement (A & I) fund, the 4B (General Sales Tax) fund, and the General Fund accounts. Director Diaz explained the differences of the three funds as well as the process of how each A & I zone (East, West and Central) receives its funding.

The Wylie City Council recently approved the contract with Dunaway Associates for the update to the Parks, Recreation, and Open Space Master Plan. The plan will take approximately 18 months to complete. The upcoming formation of a Master Plan Steering Committee will be comprised of Parks and Recreation Board Members as well as two City Council Members. Public input will be sought out using an online survey and visioning meetings with the consultants.

Director Diaz updated the Board on the current Parks projects. Beginning with the batting cage/dugout cover and Rotary fence projects, both of which are cost-shared projects, construction will begin this summer with a completion date expected within the 2017/2018 fiscal year. The Braddock Park and Parkside Park Concept Designs will both begin later this year and completed in the 2018/2019 fiscal year. The Twin Lakes/Southbrook Trail Connection design will be completed in the 2017/2018 fiscal year; however, the trail construction will not be complete until the 2018/2019 fiscal year. A Municipal Complex trail light design will be completed in the 2017-2018 fiscal year and probably funded sometime in the future as funding becomes available. A conceptual trail design will also be completed in the current fiscal year on park property owned by the City and on land owned by the Bozeman Farms Homeowner's Association.

Current Recreation projects include feasibility studies for the Wylie Senior Recreation Center, which is nearly complete, and the Brown House which will conclude within the 2018/2019 fiscal year. These studies will look at usage and the possible need for future expansion and renovation.

Several new projects have been proposed and awaiting approval for the 2018/2019 fiscal year. The Stonehaven House feasibility study will include recommendations for facility utilization. The Wylie Recreation Center is in need of facility enhancements including new flooring in the childcare area and classroom. Additional parking for the Wylie Senior Recreation Center is being proposed due to increased facility attendance. Upgraded playground equipment is being proposed for Kirby, Valentine, and Friendship Parks. Cost-sharing projects with the Wylie Baseball Softball Association for new dugout covers at Founders Park and scoreboards at Community Park have both been requested. Staffing adjustments have been proposed for next year's budget in order to provide additional support in the management of the aforementioned projects.

Director Diaz advised that the Wylie Lakes Homeowner's Association cost sharing project will not be completed at this time due to the HOA's decision not to pursue their portion of the funding. The \$60,000 City funds allotted to support the project will be returned to the East Park Zone account.

The Board discussed their objection to the current Brown House and Stonehaven House operational budgets being utilized from 4B Funding instead of other sources such as the Hotel/Motel Tax Funds. Director Diaz responded to the Board that the use of 4B funding is proposed by the City Manager and ultimately approved by the 4B Board and City Council.

- **Update on art installation at the Municipal Complex Trail and dedication event.**

The Prairie Crossing artwork construction has concluded. Landscaping is finished at Entwine, in process of completion at Lift Off, and planned for Prairie Crossing. All the landscape and art will be completed prior to the dedication event scheduled for June 2<sup>nd</sup> at 10:00 a.m. The first part of the

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dedication will take place at the Prairie Crossing art piece location, then the event will move to the Lift Off art piece location. Director Diaz encouraged the Board to attend the dedication event.

## **ADJOURNMENT**

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There being no further business, a motion to adjourn was made by Board Member Gilbert. Board Member Robinson seconded the motion, and a vote was taken and passed 7-0. The meeting was adjourned at 7:57 p.m.

## **ATTEST**

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Janet Hawkes, Parks Board Secretary



Matt Rose, Parks Board Chairman

